

MINUTES OF THE REGULAR SESSION OF
THE CADDO PARISH COMMISSION
HELD ON THE 6th DAY OF APRIL, 2023

The Caddo Parish Commission met in a Regular Session, on the above date, at 3:32 p.m., in the Government Chambers, with Mr. Burrell, presiding, and the following members in attendance constituting a quorum: Commissioners Atkins, Burrell, Chavez, Epperson, Gage-Watts, Hopkins, Jackson, Johnson, Jones, Lazarus, Cothran, and Young (12). ABSENT: None (0).

The invocation was given by Mr. Lazarus, and Mr. Hopkins led the Commission in the Pledge of Allegiance.

It was **moved by Mrs. Gage-Watts**, seconded by Mr. Young, *to move up the Special Resolution for The Shreveport Chapter of The Links Inc.* Motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Cothran, Epperson, Gage-Watts, Hopkins, Jackson, and Young (10). NAYS: None (0). ABSENT: Commissioners Johnson, and Jones (2). ABSTAIN: None (0).

It was **moved by Mr. Epperson**, seconded by Mrs. Gage-Watts, *to move agenda item 23. Citizen Comments (Late Arrivals) above agenda item 21. Commission Will Convene into Executive Session.* Motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Cothran, Epperson, Gage-Watts, Hopkins, Jackson, and Young (10). NAYS: None (0). ABSENT: Commissioners Johnson, and Jones (2). ABSTAIN: None (0).

It was **moved by Mr. Cothran**, seconded by Mr. Atkins, *that Special Resolution for The Shreveport Chapter of The Links Inc. be adopted.* Motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Cothran, Epperson, Gage-Watts, Hopkins, and Young (9). NAYS: None (0). ABSENT: Commissioners Jackson, Johnson, and Jones (3). ABSTAIN: None (0).

It was **moved by Mr. Atkins**, seconded by Mrs. Gage-Watts, *to return to regular session.*

Point of Information by Mr. Epperson, that the motion included to move up all of the special resolutions. The Clerk explained that the motion was for special resolutions to be presented.

CITIZENS COMMENTS

Public comment by Jennifer McKay regarding opposition for Ordinance No. 6321 of 2023.

Public comment by Michelle Perkins regarding appeals and concerns with the MPC.

Public comment by Poet Laureate regarding locations for Put A Poem on It.

The Poet Laureate requested Commissioners to suggest sites in their district for the Put A Poem on It project. The Poet Laureate read his poem "Shreveport On My Mind".

ADOPT REGULAR SESSION MINUTES

It was **moved by Mrs. Gage-Watts**, seconded by Mr. Atkins, *that Regular Session Minutes March 23, 2022 be adopted.* Motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Cothran, Epperson, Gage-Watts, Hopkins, Jackson, and Young (10). NAYS: None (0). ABSENT: Commissioners Johnson, and Jones (2). ABSTAIN: None (0).

SPECIAL RESOLUTIONS

It was **moved by Mr. Jackson**, seconded by Mrs. Gage-Watts, *to englobe and adopt the following special resolutions:*

- *Special Resolution for The Crew of The USS Louisiana*
- *Special Resolution for The Foster Grandparents Program*
- *Special Resolution for National County Government Month*
- *Vietnam Veterans Honor Day Proclamation*
- *Special Resolution for Northwood Powerlifting Team*
- *Special Resolution for the 100th Anniversary of The Boy Scouts Norwell Council*
- *Special Resolution for National Autism Awareness Month*
- *Special Resolution for Perfect Fit Autism Foundation*

- *Special Resolution for Little Light in City Parks*
- *Special Resolution for Middle School Basketball Event at Doug Williams Park*

Motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Cothran, Epperson, Gage-Watts, Hopkins, Jackson, and Young (10). NAYS: None (0). ABSENT: Commissioners Johnson, and Jones (2). ABSTAIN: None (0).

Mr. Epperson requested to be listed as a co-author on the Special Resolution for National County Government Month. Mr. Epperson requested that a press conference regarding National Parish Government Month in Louisiana and to enhance Commissioner for a Day. Mr. Epperson announced that students will be recognized as Commissioner for a Day on April 20th which entails a tour of several Parish facilities starting at 9 am.

Point of Information by Mr. Burrell, on how to request a student's absence from school. Mr. Epperson explained that the Commissioner would contact the school of their prospective student and the Administration would contact the parents. Mr. Epperson discussed transportation and grade level of prospective Commissioners for a Day.

Mr. Epperson discussed Vietnam Veterans Honor Day and announced that under the proclamation signed by President Obama any person served in any branch of the military during the Vietnam War would receive a lapel pin and a certificate. Mr. Epperson indicated that a copy of the proclamation will be presented to the Shreveport VA Veteran's Center and in the Overton Brooks VA Medical Center.

Mrs. Gage-Watts indicated that the Special Resolution for National Autism Awareness Month and the Special Resolution for Perfect Fit Autism Foundation would be presented at the next regular session meeting.

Mr. Burrell discussed the Special Resolution for The Foster Grandparents Program.

COMMUNIQUES AND COMMITTEE REPORTS

- Dr. Wilson invited Mr. Justin Dixon, North Louisiana Economic Partnership (NLEP) President, to present an update on the NLEP's activities. Mr. Dixon discussed current projects under the NLEP. Mr. Dixon discussed the reception of state funding and how the grant would be used on regional site development projects. Mr. Dixon indicated that four of the seven site development projects are located in Caddo Parish. Mr. Dixon explained NLEP engagement with marketable videos of the seven sites which would invite companies to the sites. Mr. Dixon explained how the NLEP supports the workforce. Mr. Young enquired about the Amazon, which Mr. Dixon discussed that the facility is still under construction through 2024 and that Amazon would still hire 800 from the local workforce. Mr. Burrell discussed the local school and colleges working towards STEM feeder for the Amazon facility. Mrs. Gage-Watts requested Mr. Dixon to look into an old Oak Farms building in her district.

- Dr. Wilson reported that the Administration emailed a copy of the Shreve Memorial Library's policy regarding library materials.

- Dr. Wilson reported that the two recipients of the Gumbo Grant would appear before the Commission on April 17th and to provide an update on the grant. Mr. Epperson requested that a member of the Industrial Development Board be invited to provide the Commission a report. Mr. Epperson discussed IT infrastructure by AT&T.

Point of Information by Mr. Burrell, that AT&T is not a Gumbo Grant recipient. Dr. Wilson indicated that the Gumbo Grant will have a round two and AT&T could be in the second group of recipients.

- Mr. Young enquired about the MPC and its Director, Mr. Alan Clarke, regarding the situation that the citizen described during Citizens Comments. Mr. Clarke explained the zoning case to the Commission and the professionalism of the MPC. Mr. Young enquired about the shop and its proposed inventory, which Mr. Clarke addressed.

Point of Order by Mr. Jackson, that discussion on the case is premature. Attorney Frazier addressed the process of a recommendation from the Parish Planning and Zoning Commission.

- Mr. Epperson discussed oil and gas issues in Caddo Parish. Mr. Epperson read an excerpt of Resolution No. 17 of 2022 into the record:

1. Well heads shall be placed a minimum of 1,000-1,500 feet from all areas of the property lines of the property upon which a well is drilled.
2. All horizontal drilling pads shall be required to have sound suppression system

installed.

3. All entrance roads to drilling sites shall be overlaid with mitigating products as needed to eliminate or minimize dust.
4. No fracking or noise generating activities shall be allowed between the hours of 10:00pm and 7:00am near organized subdivisions within two (2) miles of a drill site.
5. Drilling companies shall meet with residents within the communities surrounding the drilling site, prior to commencing drilling operations and inform citizens of what to expect during drilling activities.
6. All transmission and distribution pipelines, compressor sites, relief valves located near and in residential neighborhoods shall be prominently identified, labeled with product content.
7. Emergency phone numbers for drilling companies shall be highly visible and posted at the entrance of all drilling sites. Phone lines shall be staffed with personnel to monitor all calls in real time at all times.
8. Drilling companies that are authorized and permitted for their operations in Caddo Parish shall contact the appropriate designated parish department and provide the following information:
 - a. Name of drilling company
 - b. Location of well site/name of well site
 - c. Address of home office
 - d. Contact phone number at well site.
 - e. Contact phone number of home office
 - f. Projected date to start drilling
 - g. Projected date to end drilling
9. All trucks that are supplying resources to support the drilling operations, shall be display the proper DOTD codes or names of the items that they are transporting. This includes, solids, liquids, etc. (waste water, drilling fluids, machine and vehicle maintenance Fluids)
10. All drillers shall be required to present a restorative plan for the trees, shrubs, and natural habitat for animals, that have been displaced because of clearing entrance roads, and drill pad sites. The drilling companies must begin implementation of such plans within ninety days after drilling activity ends at a well site.
11. Drilling companies that are authorized and permitted for their operations in Caddo Parish shall post a \$100,000.00 bond to mitigate any claims by citizens against the drilling company, and shall agree to settle all such claims via arbitration. Arbitrators shall be chosen on a rotating basis from a list of certified arbitrators located in Caddo Parish.
12. Upon completion of drilling activity on a well site, drilling companies shall install seismometers in strategic locations around the well site, record readings and monitor them for a two-year period.

- Mr. Jackson discussed preparation for the opening of the Amazon facility. Mr. Jackson requested for a document to share with communities and encourage participation.

- Mr. Atkins discussed the Natural Resources Committee Meeting discussion with the oil and gas representatives.

- Mr. Jones requested other Commissioners inform him if they were not participating in Student Commissioner for a Day, because there were several senior students interested in participating in the event from his district.

- Mr. Lazarus commented about the public comment regarding a zoning case, which is located in his district.

- Mrs. Gage-Watts announced that the 32nd Doug William's Day will be held at Doug William's Park with a basketball tournament on Friday and Saturday. Mrs. Gage-Watts indicated that 211 service is available for assistance.

- The Clerk made an Announcement of Public Meeting

Notice is hereby given that at its meeting to be held on Thursday, May 4, 2023 at 3:30 p.m. at its regular meeting place, the Government Plaza Chambers, 505 Travis Street, Shreveport, Louisiana, the Caddo Parish Commission plans to consider adopting a resolution ordering and calling an election to be held in Caddo Parish to authorize the levy of an ad valorem tax therein.

ORDINANCES (for introduction by title)

- *Ordinance No. 6318 Of 2023, an ordinance to amend Chapter 6 and enact 6-1 Et, Seq. regarding temporary uses, and to otherwise provide with respect thereto*
- *Ordinance No. 6319 Of 2023, ordinance amending the 2023 Budget of Estimated Revenues and Expenditures for the Riverboat Fund to appropriate \$60,000 to a Grab and Go Feeding Program through Caddo Parks and Recreation*
- *Resolution No. 6320 Of 2023, an ordinance to authorize and levy a fee for each service or transaction of the Shreveport field office of the Office Of Motor Vehicles (OMV) – Department Of Public Safety and Corrections in the amount of \$4.50 per service or transaction, except for the procurement or renewal of motor vehicle registration; authorizing the Caddo Parish Administrator, to enter into an agreement with the Department Of Public Safety And Corrections; and to otherwise provide with respect thereto.*
- *Ordinance No. 6321 of 2023, an ordinance amending Ordinance 6014 of 2020 which provided an appropriation of \$750,000 for the construction and improvement of Greenwood water lines, and to otherwise provide with respect thereto*

WORK SESSION MINUTES

It was **moved by Mrs. Gage-Watts**, seconded by Mr. Johnson, *that Work Session Minutes from April 3, 2022 be ratified. Motion carried*, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Cothran, Epperson, Gage-Watts, Hopkins, Jackson, Johnson, Jones, and Young (12). NAYS: None (0). ABSENT: None (0). ABSTAIN: None (0).

RESOLUTIONS

It was **moved by Mr. Jackson**, seconded by Mr. Jones, *that Resolution No. 15 of 2023 be adopted.*

Substitute motion by Mr. Young, seconded by Mrs. Gage-Watts, *that Resolution No. 15 of 2022 be tabled. Motion carried*, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Cothran, Epperson, Gage-Watts, Hopkins, Jackson, Johnson, Jones, and Young (12). NAYS: None (0). ABSENT: None (0). ABSTAIN: None (0).

It was **moved by Mr. Jackson**, seconded by Mr. Johnson, *that Resolution No. 16 of 2023 be adopted.*

Answering Mr. Epperson's inquiry on the location of the properties, Assistant Director of Public Works Dr. Ken Ward explained that the properties are in Districts 8 and 9. They discussed the subdivisions in the area and the proximity to the mineral leased properties.

Motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Cothran, Epperson, Gage-Watts, Hopkins, Jackson, Johnson, Jones, and Young (12). NAYS: None (0). ABSENT: None (0). ABSTAIN: None (0).

It was **moved by Mr. Jackson**, seconded by Mr. Jones, *that Resolution No. 17 of 2023 be adopted. Motion carried*, as shown by the following roll call votes: AYES: Commissioners Burrell, Chavez, Cothran, Epperson, Gage-Watts, Hopkins, Jackson, Johnson, and Jones (9). NAYS: Commissioners Atkins, Lazarus, and Young (3). ABSENT: None (0). ABSTAIN: None (0).

It was **moved by Mr. Jackson**, seconded by Mr. Johnson, *that Resolution No. 18 of 2023 be adopted. Motion carried*, as shown by the following roll call votes: AYES: Commissioners Burrell, Chavez, Cothran, Epperson, Gage-Watts, Jackson, Johnson, and Jones (8). NAYS: Commissioners Atkins, Hopkins, Lazarus, and Young (4). ABSENT: None (0). ABSTAIN: None (0).

It was **moved by Mr. Jackson**, seconded by Mrs. Gage-Watts, *that Resolution No. 19 of 2023 be adopted.*

Mrs. Gage-Watts enquired about her sponsoring a similar resolution. **Point of Information by The Clerk**, that the Commission had adopted a similar resolution and that Resolution No. 19 of 2023 is an updated version of the former resolution. Mr. Jackson indicated that the resolutions were not attached to the agenda. The Clerk acknowledged that the resolutions would be sent out to the Commission. **Point of Information by Mr. Epperson**, that a similar resolution had passed the Federal House of Representatives and was sitting in the Federal Senate.

Motion carried, as shown by the following roll call votes: AYES: Commissioners Burrell,

Chavez, Cothran, Epperson, Gage-Watts, Jackson, Johnson, Jones, Lazarus, and Young (10). NAYS: Commissioner Atkins (1). ABSENT: Commissioner Hopkins (1). ABSTAIN: None (0).

OLD BUSINESS

It was moved by Mr. Johnson, seconded by Mrs. Gage-Watts, *to advance the Recognition of Col. (Ret.) Paris Davis , U S Army to the April 20th Regular Session.* Motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Cothran, Epperson, Gage-Watts, Jackson, Johnson, Jones, Lazarus, and Young (11). NAYS: None (0). ABSENT: Commissioner Hopkins (1). ABSTAIN: None (0).

NEW BUSINESS

It was moved by Mr. Jackson, seconded by Mrs. Gage-Watts, *to Authorize an RFP For A Small Business Development Program.*

Mr. Jackson discussed the purpose of the RFP and that the funds would be in a revolving loan. Mr. Jackson requested that the Commission receive a draft RFP and for the Administration to emphasize locals for the RFP.

Motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Cothran, Epperson, Gage-Watts, Hopkins, Jackson, Johnson, Jones, Lazarus, and Young (12). NAYS: None (0). ABSENT: None (0). ABSTAIN: None (0).

It was moved by Mrs. Gage-Watts, seconded by Mr. Epperson, *to adopt the 2023 Audit Plan.*

Mr. Johnson indicated that an explanation of 2023 Audit Plan be provided. The Clerk read:

Caddo Parish 2023 Internal Audit Plan.

1. Finance - Licenses (Occupational, Insurance, Beer & Liquor, Amusement Devices)
2. Human Resources - Employee Recruitment, Selection, Onboarding, & Offboarding

Motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Cothran, Epperson, Gage-Watts, Hopkins, Johnson, Jones, Lazarus, and Young (11). NAYS: None (0). ABSENT: Commissioner Jackson (1). ABSTAIN: None (0).

It was moved by Mr. Chavez, seconded by Mr. Jones, *to Discuss Network Safety of Certain Mobile Apps on Caddo Parish Equipment* be pulled from the agenda.

Mr. Chavez indicated that he and Mr. Burrell would meet with Mr. Tracy Calloway, Information Systems Director, and Dr. Wilson regarding Parish network safety.

Substitute motion by Mr. Epperson, seconded by Mr. Gage-Watts, *that the Information Systems Department and the Administration evaluate the Parish network security process and report on the evaluation in the Commission's April 20th Regular Session meeting.*

Dr. Wilson indicated that the Administration has already done that.

Mr. Epperson withdrew their motion.

At this time, Mr. Chavez's motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Cothran, Epperson, Gage-Watts, Hopkins, Johnson, Jones, Lazarus, and Young (11). NAYS: None (0). ABSENT: Commissioner Jackson (1). ABSTAIN: None (0).

It was moved by Mr. Johnson, seconded by Mr. Young, *to Accept the Recommendations of The Property Standards Hearing Board.*

Mr. Johnson requested that the Commission receive a 30-day follow-up for property 0 West Dr. Martin Luther King Jr. Drive. Mr. Young requested that Mr. Chuck Wilson schedule a meeting at the 30-day mark.

Motion carried, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Cothran, Epperson, Gage-Watts, Hopkins, Johnson, Jones, Lazarus, and Young (10). NAYS: None (0). ABSENT: Commissioners Chavez, and Jackson (2). ABSTAIN: None (0).

Point of Information by Mr. Hopkins, that appellants need to be sworn in, which Attorney Frazier clarified did not have to be done.

Animal Services Assistant Director Mr. Travis Clark reviewed the Caddo Animal Service Board Appeal by Appellant Jaylyn Skylar Walker Case No#COOO7349006 and the Appellant's appeal to

having their dog neutered. Mr. Chavez and Mr. Clark discussed the Animal Services Board's decision to deem the dog dangerous whereas the Animal Services Department deemed the dog vicious. Mr. Hopkins and Mr. Clark discussed the neutering process. Mr. Young discussed neutering the dog. Mr. Johnson and Mr. Clark discussed the stipulations of a dangerous dog. Mr. Cothran and Mr. Clark discussed Parish liability for returning a dangerous dog to its owner. Mrs. Gage-Watts and Mr. Clark reviewed the process for the dog if it bites again. The Appellant Mr. Jaylyn Walker discussed how the dog bite occurred and the purpose of the appeal. Mr. Jones addressed behavior pattern of the dog and any proof of antagonization of the Appellant's dog. Mr. Clark explained that the victim's animals have been seized and that Animal Services was able to review footage. Mr. Clark explained that should Animal Services receive a call that an animal was being antagonized, then preventative measures could have been taken.

It was moved by Mr. Johnson, seconded by Mrs. Gage-Watts, *to postpone until the next Regular Session the Caddo Animal Service Board Appeal Case No# COOO7349006 until the Commission could see the video.*

Mr. Chavez and Mr. Clark discussed the breeds of the animals involved in the incident and the spay/neuter of the victim's animals. Mr. Chavez, Attorney Frazier and Mr. Johnson reviewed the spay/neuter ordinance and exceptions to the spay/neuter ordinance.

Substitute motion by Mr. Chavez, seconded by Mr. Young, *to uphold the Caddo Animal Services Board's decision. Substitute motion carried*, as shown by the following roll call votes: AYES: Commissioners Atkins, Burrell, Chavez, Cothran, Gage-Watts, Hopkins, Jones, Lazarus, and Young (9). NAYS: Commissioners Epperson, and Johnson (2). ABSENT: Commissioners Jackson (1). ABSTAIN: None (0).

It was moved by Mr. Epperson, seconded by Mr. Jones, *to convene into executive session.*

There was no further discussion to come before the Commission, so the meeting was adjourned at 6:00 p.m.

Roy Burrell
President